

MINUTES
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE
Thursday, September 27, 2012 ▪ Special Meeting
Conference Room B, Audrey P. Beck Municipal Building

Members present: Paul Shapiro, Bill Ryan

Others present: L. Painter, Director of Planning and Development; M. Ninteau, Director of Building and Housing Inspection; D. O'Brien, Town Attorney

Call to Order

Shapiro called the meeting to order at 7:33 a.m.

Ryan nominated Denise Keane as chair of the committee; Shapiro seconded, and the motion was approved.

Discussion on the Amendment to the Building and Fire Permit Fee Ordinances

Ninteau provided an overview as to the purpose of the request and walked the committee members through each section of the proposed ordinance. Shapiro and Ryan questioned whether the proposal would be revenue neutral. Painter indicated that based on the proposed fire permit fee rate, staff would expect some loss in revenue. However, that loss would be at least partially off-set by changing multi-family developments from the residential rate to the commercial rate. Shapiro and Ryan requested a comparison of the amount collected under the current system to what would have been collected under the proposed fee structure to better understand potential revenue impacts, with the goal of establishing a fee that is as close to being revenue neutral as possible. Painter and Ninteau will prepare the comparison for the next meeting. With the exception of the fee amount, the members present concurred with the overall approach and purpose of the proposed changes.

The following changes to the ordinance were recommended by the members present:

- Section 107-2(F) – Change 'must' to 'shall'
- Section 107-3(C) – Change 'process' to 'processing'
- Add a new Section 107-6, Severability, that includes the language in Section 122-19, which is being deleted.

Next Meeting/Future Agenda Items

The next meeting will be held on Thursday, October 4th at 7:30 am provided Denise Keane is available to attend; otherwise a new date will be set.

Adjournment

The meeting was adjourned at approximately 8:14 am.

Respectfully submitted,
Linda M. Painter, AICP